SENIOR ANALYST/APPLICATIONS

DISTINGUISHING FEATURES
The fundamental reason the Senior Analyst/Applications position exists is to provide technical and complex tasks associated with the installation and maintenance of software database systems specifically appropriate to the City's Geographic Information System (GIS). Work is performed under general supervision of the GIS Director.

ESSENTIAL FUNCTIONS:
Communicates and manages organizational changes.

Assists with the installation and maintenance of all operating system software for GIS and interface components. Also provides site configuration and administration for assigned software products. Observes, compares, and monitors data to determine compliance with prescribed operating or safety standards.

Manages the GIS database including the establishing, coordinating, and managing of database standards; interfacing with the design activities of GIS customers.

Develops, implements and administers data conversion specifications/standards.

Manages projects involving the building and maintenance of the GIS database. Includes the development of data conversion specifications, administration of data conversion contracts, supervision of data conversion staff, development and enforcement of data standards and overall management of the GIS database.

Interfaces with appropriate staff when problems arise that are not clearly system software or communications problems and follows through to satisfactory resolution.

Monitors system performance and makes recommendations for corrective actions where results exceed or violate predetermined standards. Compares utilization with practical limits of system capacity and identifies and resolves bottlenecks associated therewith. Designs and installs procedures to measure system utilization and forecasts future capacity requirements.

Assists in providing technical direction and support for GIS in determining current and future software-hardware needs, data systems design, programming and application techniques.

Perceives and interprets customer needs and translates them into effective solutions and operational policy Provides system support on an on-call basis.

MINIMUM QUALIFICATIONS

Knowledge, Skills and Abilities:
Knowledge of:

Automated mapping, facilities mapping, and GIS environment
GIS design file formats and databases
Research methods and techniques.
Design specification development.
Data communications security and privacy techniques.

Principles of business system analysis, including the analysis of procedures, equipment, and methods.
I.S. processes, regulations, codes, ordinances and terminology.
Thorough working knowledge of MS Windows, UNIX, and TCP/IP network environments.

<u>Ability to:</u>

Analyze, interpret, and present research findings.
Analyze specifications and instructions to develop appropriate systems and programs.
Prepare design specifications.
Conceive a variety of solutions to functional problems and to reduce abstract ideas to easily understood procedures.
Understand database organization access and retrieval technique.
Debug new and existing programs.

Education & Experience
Requires a Bachelor's degree in Computer Science, Geography, or a related field and minimum of five years of recent experience in automated mapping, facilities mapping, and a GIS environment at varying levels of responsibility. Requires experience with database design and GIS design file formats and database interfaces.

FLSA Status: Exempt   HR Ordinance Status: Unclassified